

2013 ZONING AND LAND USE PERMIT REQUIREMENTS AND FEE SCHEDULE  
COUNTY BOARD APPROVAL 11/13/12  
IMPLEMENTED 1/1/13

**Zoning Permits: 11.03(b) & 11.11(b)5.a.(1); Compliance.** No structure, land, or water shall hereafter be used, and no structure or part thereof shall hereafter be located, erected, moved, reconstructed, extended, enlarged, converted, or STRUCTURALLY altered without a Zoning Permit and without full compliance with the provisions of the Jefferson County Zoning Ordinance and all other applicable local, county, and state regulations.

No Zoning Permit is required for ordinary maintenance repairs such as painting, decorating, paneling, shingling, siding, and the replacement of doors, windows and other NON-STRUCTURAL components.

**IF YOU'RE NOT SURE IF A PERMIT IS REQUIRED, CALL ZONING AT 920-674-7130 BEFORE STARTING!!!**

|  |                    |           |                |
|--|--------------------|-----------|----------------|
| <b><u>STRUCTURAL ALTERATION/REPAIR</u></b> -- Includes ANY CHANGE in the supporting members of a structure, such as foundations, bearing walls, columns, beams, girders, or change in window or door dimensions, but not classified as an addition or new structure. |                    |           |                |
|  | \$                 | 50.00     |                |
| <b><u>AGRICULTURAL STRUCTURES</u></b>  | <1,000 sq.ft.      | \$        | 30.00          |
|  | ≥1,000 sq.ft.      | \$        | 50.00          |
| <b><u>RESIDENTIAL STRUCTURES</u></b>   |                    |           |                |
| ▪ SINGLE FAMILY HOME   | \$600.00           |           |                |
| ▪ DUPLEX & MULTI-FAMILY  | \$400.00/UNIT      |           |                |
| ▪ ADDITION (HABITABLE) <500 sq.ft  | \$                 | 150.00    |                |
| ▪ ADDITION (HABITABLE) ≥500 sq.ft.   | \$                 | 200.00    |                |
| ▪ ADDITION (NON-HABITABLE) <500 sq.ft.<br>(Includes garages, porches, etc...)  | \$                 | 50.00     |                |
| ▪ ADDITION (NON-HABITABLE) ≥500 sq.ft.<br>(Includes garages, porches, etc...)  | \$                 | 100.00    |                |
| ▪ ACCESSORY STRUCTURES (Enclosed w/roof)   | 200 sq.ft. or less | \$        | 30.00          |
|  | <500 sq.ft.        | \$        | 50.00          |
|  | ≥500 sq.ft.        | \$        | 100.00         |
|  |                    |           |                |
| ▪ ACCESSORY STRUCTURES (NOT ENCLOSED)  |                    |           |                |
| <500 sq. ft.   | \$                 | 30.00     |                |
| ≥ 500 sq.ft.   | \$                 | 50.00     |                |
| (Includes all decks, pools, lean-to's, etc...)   |                    |           |                |
| <b><u>BUSINESS/INDUSTRIAL</u></b>  |                    |           |                |
| ▪ PRINCIPAL STRUCTURE  | \$                 | 500.00    |                |
| ▪ ADDITION <500 sq.ft.   | \$                 | 150.00    |                |
| ▪ ADDITION ≥500 sq.ft.   | \$                 | 300.00    |                |
| ▪ ACCESSORY STRUCTURES   | \$                 | 100.00    |                |
| <b><u>AGRI-BUSINESS</u></b>  |                    |           |                |
| ▪ PRINCIPAL STRUCTURE  |                    |           | \$ 300.00      |
| ▪ ADDITIONS  |                    |           | \$ 150.00      |
| ▪ ACCESSORY STRUCTURES   |                    |           | \$ 100.00      |
| <b><u>SHORELAND/WETLAND/FLOODPLAIN</u></b>   |                    |           |                |
| ▪ STRUCTURAL (wetland piers,<br>observation decks, control structures, etc...)   |                    | \$        | 50.00          |
| ▪ NON-STRUCTURAL (floodplain fill, ponds,.<br>shoreland alterations, etc...)   |                    |           |                |
| <250 sq. ft.   |                    |           | \$30.00        |
| ≥250 sq. ft.   |                    |           | \$100.00       |
| ▪ Viewing/Access corridor establishment  |                    | No Charge |                |
| <b><u>REVISION FEE/ZONING &amp; LAND USE PERMITS</u></b>   |                    |           | <b>\$50.00</b> |
| <b><u>SIGN PERMITS</u></b>   |                    |           |                |
| ▪ \$25 OR \$0.50/SQUARE FOOT, WHICHEVER<br>IS THE GREATER  |                    |           |                |
| <b><u>SUBDIVISIONS/CSM (Certified Survey Maps)</u></b>   |                    |           |                |
| ▪ PRELIMINARY PLAT   | \$350 +            |           | \$10/LOT       |
| ▪ FINAL PLAT   |                    |           | \$ 200.00      |
| ▪ CERTIFIED SURVEY - PRELIMINARY   |                    | \$        | 50.00          |
| ▪ CERTIFIED SURVEY - FINAL   |                    | \$        | 25.00          |
| <b><u>FARMLAND CERTIFICATES</u></b>  |                    |           |                |
| ▪ CERTIFICATE PROCESSING   |                    | \$        | 20.00          |
| ▪ COPY OF DUPLICATE CERTIFICATE  |                    | \$        | 2.00           |
| <b><u>PROCESS PARCEL LIST FPP AGREEMENT</u></b>  |                    |           | <b>\$20.00</b> |
| <b><u>PROCESS PARCEL LIST FOR FC-A</u></b>   |                    |           | <b>\$20.00</b> |

**NOTE: A double permit fee will be charged for all after-the-fact permits.**

**SANITARY PERMIT FEES (effective 3/10/09)**

| <b><u>TYPE OF SYSTEM</u></b>   | <b><u>FEE</u></b>            | <b><u>RECORDING FEES FOR AGREEMENT</u></b> | <b><u>TOTAL FEE</u></b> |
|--|------------------------------|--|-------------------------|
| ▪ LARGE SCALE (DNR Defined)  | \$ 875.00                    | \$30.00                                    | \$ 905.00               |
| ▪ SAND FILTER  | \$ 825.00                    | \$30.00                                    | \$ 855.00               |
| ▪ MOUND & IN-GROUND PRESSURE   | \$ 575.00                    | \$30.00                                    | \$ 605.00               |
| ▪ HOLDING TANKS  | \$ 675.00                    | \$30.00                                    | \$ 705.00               |
| ▪ IN-GROUND NON-PRESSURE   | \$ 425.00                    | \$30.00                                    | \$ 455.00               |
| ▪ ATU (Aerobic Treatment Unit) -<br>Separate Installation  | \$ 325.00                    | \$30.00                                    | \$ 355.00               |
| ▪ ATU - (If added as part of an entire system<br>install. Addt'l fee not required for sand filter)           | \$150 addt'l                 | \$30.00                                    | \$ 180.00               |
| ▪ TANK REPLACEMENT   | \$ 275.00                    | \$30.00                                    | \$ 305.00               |
| ▪ REPAIRS (Includes recoring of existing mound<br>or sand filter. Does not include other system replacement) | \$ 275.00                    | \$30.00                                    | \$ 305.00               |
| ▪ REVISIONS  | \$ 50.00                     |  | \$ 50.00                |
| ▪ TRANSFERS  | \$ 25.00                     |  | \$ 25.00                |
| ▪ RE-INSPECTIONS (if not complete on<br>initial inspection)  | \$ 50.00                     |  | \$ 50.00                |
| ▪ PERMIT EXTENSIONS (prior to expiration)  | \$ 50.00                     |  | \$ 50.00                |
| ▪ INSPECTIONS (for systems requiring more<br>than four(4) inspections)                                       | \$75 per inspection over (4) |  |                         |
| <hr/>  |                              |  |                         |
| SOIL TEST REVIEW FEE   | \$ 50.00                     |  |                         |
| WISCONSIN FUND APPLICATION FEE   | \$ 100.00                    |  |                         |

**NOTE:** A Maintenance Agreement & fee will NOT be required if a previous permit has been issued after 1/15/90.  
A Holding Tank Agreement is NOT required if an agreement has been previously recorded for the property.

Checks for Permit and/or Inspection Fees Made Payable to: **Jefferson County Zoning Department**

**NOTE:** Any additional fee increases prescribed by the State of Wisconsin shall be added to the fees listed above.

PETITION FEES FOR PUBLIC HEARING

|  |           |
|--|-----------|
| CONDITIONAL USE & VARIANCE PETITION FEES   | \$ 250.00 |
| REZONING PETITION FEE  | \$300.00  |
| ADMINISTRATIVE DATCP REPORTING FEE FOR REZONING OUT OF A-1 (Non-refundable, paid at time of application) | \$100.00  |
| REAPPLICATION FEE  | \$ 100.00 |
| APPEAL FEE   | \$ 250.00 |

PLANS/ORDINANCES

|   |          |
|---|----------|
| JEFFERSON COUNTY AGRICULTURAL PRESERVATION & LANDUSE PLAN | \$ 40.00 |
| Disc Format (Includes Shipping)                           | \$ 5.00  |
| JEFFERSON COUNTY ZONING ORDINANCE                         | \$ 30.00 |
| JEFFERSON COUNTY PRIVATE SEWAGE SYSTEM ORDINANCE          | \$ 5.00  |
| JEFFERSON COUNTY FLOODPLAIN ORDINANCE                     | \$ 12.00 |
| JEFFERSON COUNTY LAND DIVISION/SUBDIVISION ORDINANCE      | \$ 9.00  |
| (Mailing fees to be added to the above as appropriate)    |          |

FLOODPLAIN MAPS - FEMA FIRM PANEL PRINTING

|                       |               |         |
|-----------------------|---------------|---------|
| FULL SIZE (25" x 36") | BLACK & WHITE | \$3.75  |
|                       | COLOR         | \$12.50 |

NOTE: Full size color FIRM panels take about 15 to 20 minutes to print; black & white take about 5 minutes to print

- OTHER OPTIONS:
- Purchase your own full size panels from the FEMA Map Service Center online for \$4 ([www.fema.gov](http://www.fema.gov))
  - Create your own, smaller firmette for free ([www.fema.gov](http://www.fema.gov))
  - Request a firmette from the Land Information or Zoning Offices for \$3.75

OTHER FEES AS ADOPTED BY COUNTY BOARD RESOLUTION NO. 93-94, REVISED RESOLUTION 2001-78, APPROVED ON 12/11/01

|   |         |
|---|---------|
| COMPUTER REPORTS (CUSTOM)                   |         |
| Sale & other single spaced reports per page | \$ 0.50 |

|                          |         |
|--------------------------|---------|
| SPECIAL COMPUTER REPORTS |         |
| Minimum fee              | \$ 5.00 |

|  |               |
|--|---------------|
| CUSTOM EXTENSIVE SEARCHES OR CLERICAL SERVICES | \$40 per hour |
|--|---------------|

NOTE: A PHOTOCOPYING FEE OF \$0.25 PER PAGE WILL BE CHARGED PER COUNTY BOARD RESOLUTION

Jefferson County Planning and Zoning Department

320 S. Main St., Jefferson, WI 53549  
Phone 920-674-7130; FAX 920-674-7525  
[www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)

TOWNSHIP BUILDING INSPECTORS

- AZTALAN – Greg Noll 920-675-9062 or 920-723-2023
- COLD SPRING – Greg Noll 920-675-9062 or 920-723-2023
- CONCORD – Thomas Marks 262-490-0513
- FARMINGTON – Greg Noll 920-675-9062 or 920-723-2023
- HEBRON – Greg Noll 920-675-9062 or 920-723-2023
- IXONIA – Archie Stigney 920-261-2966
- JEFFERSON – Greg Noll 920-675-9062 or 920-723-2023
- KOSHKONONG – Greg Noll 920-675-9062 or 920-723-2023
- LAKE MILLS – Dean Eppler 1-800-422-5220
- MILFORD – Mike Sindorf 262-490-4141
- OAKLAND – Greg Noll 920-675-9062 or 920-723-2023
- PALMYRA – John Moosreiner 262-490-0277
- SULLIVAN – Greg Noll 920-675-9062 or 920-723-2023
- SUMNER – Kelly Green 608-697-7771
- WATERLOO – Dean Eppler 800-422-5220 or 608-576-6370
- WATERTOWN – John Moosreiner 262-490-0277

Check with local building inspector for all applicable permits required in your township.